

COMMUNICATION SYSTEMS MANAGER

Recruitment #1607-5117-001

List Type Exempt

Requesting Department Milwaukee Police Department

Open Date 10/21/2016

Filing Deadline 11/11/2016 11:59:00 PM

HR Analyst Jeff Harvey

INTRODUCTION

THIS POSITION IS EXEMPT FROM CIVIL SERVICE

Appointment and continued employment is at the pleasure of the City of Milwaukee Police Chief.

PURPOSE

The Communication Systems Manager is responsible for managing and directing the operations, maintenance, repair, installation and upgrading of the City of Milwaukee LMR (Land Mobile Radio) System utilized by Police, Fire and Public Works Departments. Further, this position designs, proposes, implements, integrates and assists in new wireless communications systems for City-wide utilization. As the Manager of the Communications Maintenance Division, this person is responsible for radio communications infrastructure and equipment valued at more than \$22 million. This position also maintains and ensures FCC frequency license records and currency of licenses.

ESSENTIAL FUNCTIONS

35% Radio Communications Infrastructure Delivery. Manage all radio communications and wireless data systems within the City of Milwaukee. Set standards for the installation, maintenance, repair and modification of wireless infrastructure. Maintain FCC frequency license records and ensure that the Department licenses are current.

25% Radio Interoperability. Define and design methods and systems to allow disparate radio systems to communicate amongst each other. Interact with local, state and federal agencies to determine interagency information sharing requirements. Constantly refine and modify interoperability infrastructure to improve exchange of information. Shepard changes in federal radio rules, regulations, and procedures to allow better utilization of radio spectrum for interoperability.

20% Next Generation Technology. Maintain active participation with various radio industry groups to keep abreast of new and emerging wireless technologies. Design and implement pilot projects to demonstrate advances in the radio field. Maintain involvement with user groups to steer and direct future communication capabilities toward achievable goals.

Communication Systems Manager (Police Department)

10% Public Safety Answering Point (PSAP) Support. Monitor functionality of E911 infrastructure and facilitate repairs of any major failures. Coordinate the interaction of multiple systems in operation in a PSAP. Manage operation of radio dispatching consoles. Provide disaster recovery management of major outages and degradations of PSAP operation. Engineer/design enhancements to the Milwaukee PSAP to accommodate regional dispatching/interoperability capabilities.

10% Section Administration. Manage the efficient operation of the Communications Systems Section to deliver expected services. Define and implement procedures and standards to ensure employees attain consistent, reproducible goals and results. Manage the budget of the Communications Systems Section. Develop new procedures to address changing radio infrastructure and use expectations. Responsible for employee safety and compliance with applicable OSHA regulations.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

- Must not be color blind because wiring and electronic components are color coded.
- Required to respond to calls for emergency service (system failure) after hours.

MINIMUM REQUIREMENTS

1. Bachelor's Degree in Electrical Engineering, Electronic Technology or a closely related field.
2. Two (2) years experience installing, repairing and maintaining wireless communications and ancillary equipment.

NOTE: Equivalent combinations of education and experience may be considered.

3. Valid Driver's license at time of appointment and throughout employment.

KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

- Demonstrated superior knowledge and understanding of radio communications systems and their interaction with subsystems and users.
- Demonstrated ability to manage projects successfully.
- Strong knowledge of radio interference causes and resolutions.
- Strong computer skills including word processing, database utilization and equipment programming.
- Strong written and oral communication skills
- Effective interpersonal skills; the ability to maintain good working relationships with a multi-cultural, multi-disciplinary staff, City officials, other departments and agencies, and other police personnel.

Communication Systems Manager (Police Department)

- Strong problem solving, planning, organizing, management and supervisory abilities and skills.
- Ability to perform the physical functions of the position.

CURRENT SALARY

SALARY The current starting annual salary (PG 1FX) is \$62,338 for City of Milwaukee residents. The non-resident starting rate is \$60,809 annually. Appointment up to \$87,270 for residents and \$85,129 for non-residents is possible based on qualifications and experience with approval.

SELECTION PROCESS

Selection Procedure Screening for this position will be based on an evaluation of each applicant's education, experience, and professional accomplishments, which should be detailed in a cover letter and resume. The City of Milwaukee reserves the right to invite only the most qualified applicants to participate in the selection process.

Email resume and cover letter by **Friday, November 11, 2016** to:

Pamela Roberts
Milwaukee Police Department, Human Resources Division
3215 W. State Street, Milwaukee, WI 53208
prober@milwaukee.gov
www.milwaukee.gov/jobs

Note: Candidates must pass a Milwaukee Police Department background investigation before hire.

The City of Milwaukee values and encourages diversity and is an equal opportunity employer